

MEETING NOTICE
ADMINISTRATION COMMITTEE
BOARD CONFERENCE ROOM #303C, THIRD FLOOR
HENRY COUNTY COURTHOUSE
6:00 P.M., WEDNESDAY, OCTOBER 3, 2012

****REVISED****

AGENDA

Call meeting to order.

- I. Approval of the agenda.
- II. Approval of the September 5, 2012 Administration Committee meeting minutes. (enclosed)
- III. Public Comment.
- IV. Request for Placement of Bar Association Pictures, Ms. Nadine Palmgren, Henry County Bar Association President.
- V. Discussion of FY13 Property/Casualty Insurance Quote, Mr. Kevin Hermie & Mr. Jim Grier, Insurance Advisory Committee.
- VI. Current and future Courthouse/Jail Complex maintenance issues – Steve Wells.
 - A. Electricity, Gas and Water Usage Charts. (available at meeting)
- VII. Presentation of September claims.
- VIII. Old Business:
 - A. Courthouse Repairs.
 1. Update on DCEO Courthouse Repair Grant.
- IX. New Business:
 - A. Health Care Plan Fund Reports:
 1. September Fund Balance & Medical Claims Reports (available at mtg.), August claims, reinsurance, loss control & administration expense reports (enclosed).
 - B. Random Drug Testing Policy.
 - C. SpyGlass Audit Service Agreement (attached).**
 - D. Labor issues.
- VI. Next regular meeting date/time/location: Wednesday, November 7, 2012, 6:00 p.m., Board Conference Room #303C, Courthouse.
- VII. Adjourn meeting.

****Revised 10-1-12****

10/1/12